

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Department of Motor Vehicles]
[Address of the DMV]
[City, State, Zip Code]

Subject: Request for Vehicle Registration Correction

Dear [DMV Official's Name or "To Whom It May Concern"],

I am writing to request a correction to the vehicle registration for my [vehicle make, model, year], with the VIN [Vehicle Identification Number].

The details that need correction are as follows:

- Incorrect information: [Describe what is incorrect]
- Correct information: [Describe the correct information]

I have attached copies of the necessary documents to support my request, including:

- [List any supporting documents, such as title, bill of sale, etc.]

Please let me know if you need any additional information or documentation to process this correction. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]